

R PRAVEEN

Finance & Accounts Professional

Proficient in running successful method-oriented finance & accounts / taxation operations and taking initiatives for business excellence through process improvement, targeting assignments in: **Finance & Accounts**
Location: **Bangalore**

➡ Profile Summary

- **Result-driven professional** with overall 5 years and 6 months of experience in the entire gamut of Finance & Accounts
- Proficiency in managing **accounting & financial reporting, taxation and audit matters involving preparation of financial statements, monthly/ annual closing** of accounts as per Ind AS
- **Comprehensive in preparation of monthly GL reconciliation, MIS reports** and in managing **payables & receivables** including checking of vouchers, inter-company transactions and bank reconciliation statements
- Competent in **preparing financial reports** in the form of charts, graphs & tables using a combination of **Advance Excel, Formulas, Functions & Pivot Tables**
- **Rich experience in audit function** including preparing scope of audit, audit plans, audit program & reports
- Proficient in **creating, analysing & executing budgets** and conducting variance analysis; knowledgeable in managing fixed assets, working capital, audits, and statutory compliance matters
- Possess excellent **analytical, interpersonal, communication and team player skills**

➡ Work Experience

Jan'17 -Mar'
18

OnMobile Global Limited, Bangalore as Senior Executive Finance

Role:

- Analyse MIS reports generated from SAP
- Verifying and posting rectification entries in SAP
- Finalized financial statements (as per Indian GAAP)
- Planned & executed monthly/ quarterly/ annual closure schedules; provided quarterly financial statements; administered the monthly closing process
- Performed month-end processing of financial accounting, reconciliations analysis & review and intercompany reporting
- Monitored payments made to vendors; tracked intercompany receivable/ payable accruals and reconciliation of intercompany receivable to the General Ledger
- Participated in Statutory and Internal Auditing, preparation of financials as per Ind AS and provided support to statutory auditors for closure of audit

➡ Contact Details

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veenR09

➡ Core Competencies

Financial Reporting

MIS Reporting

Internal Audit/Process Audit

Budgeting & Forecasting

Variance Analysis



Statutory Compliance

Taxation/ Accounts Payables & Receivables



Team Management



➡ IT Skills

SAP

Hyperion

MS Office

Tally

Taxation and E-filing Software



➡ Soft Skills

Analytical

Problem-solving

Innovator

Collaborated

➡ Previous Work Experience

Jul'08-Sep'11	Unisys Global Services, Bangalore as Transaction Processing Analyst <i>Worked in Oracle Application and MS Excel</i>
May'06-Jun'07	Hewlett-Packard, Bangalore as Reporting Analyst <i>Worked in SAP Application</i>

➡ Academic Details

2012	CA Intermediate from ICAI
2006	B.Com. from St. Joseph's College of Commerce, Bangalore Bangalore University
2003	12th from Army Public School, CBSE Board

➡ Articlanship

Firm: N Sivaprasad Associates

Duration: Dec'12 to Mar'16

Role:

- Desgnined & performed Statutory and Tax audits including that of individuals, firms, companies and bank branches
- Formulated audit report as per Companies Audit Report Order (CARO) and tax audit report as per Income Tax Act
- Evaluated internal controls and suggested measures to improve its efficiency
- Managed preparation & filing of Income Tax returns; advised clients on tax planning
- Provided assistance in Income tax assessment and scrutiny work
- Resolved taxation (Sales Tax, Service Tax, GST and Income Tax) issues regarding notices issued by the IT Department
- Ascertained that clients are complying with Accounting Standards and provisions of Companies Act, Income Tax Act and other applicable legislations
- Ensured a cordial & courteous relationship and communication with management & staff of clients
- Supervised preparation of:
 - Company financials as per Schedule III of Companies Act
 - Bank Reconciliation statements, project reports
- Scrutinized the receivables & payables and applied ageing analysis
- Conducted stock audit, prepared stock reconciliation statement and classification of inventory items
- Performed fixed asset verification to ensure the existence and correct valuation of assets

➡ Career Timeline



➡ Personal Details

- **Date of Birth:** 9th March 1985
- **Languages Known:** English, Hindi, Kannada and Tamil
- **Address:** #19 Chowrappa Layout, 1st Cross, Kullappa Circle, Kammnahalli, Bangalore – 560084, Karnataka